

**ADDENDUM NUMBER THREE  
TO  
JPL REQUEST FOR PROPOSAL (RFP) NUMBER WP-560341  
FOR**

**SYSTEMS FURNITURE INSTALLATION AND AMENITIES  
May 15, 2003**

*Except as specifically modified herein, this RFP remains unchanged.*

*Proposers are reminded that receipt of this Addendum must be acknowledged on Attachment A-1 to the RFP*

*Proposers are reminded that the issuance of any subcontract resulting from this RFP is subject to the Terms and Conditions of JPL's Prime Contract with NASA.*

*This addendum:*

- 1. Clarifies KNOLL certification requirements to the RFP.*
- 2. References the applicable Service Contract Act Wage Determination and introduces the applicable Union Agreement of the Southern California Conference of Carpenters that will be used for establishing billable rates.*
- 3. Notifies the Source List of the revised RFP No. WP-560341, Proposal Due Date: 3:00PM, Monday, May 19, 2003.*

**Revised RFP Due Date:**

The revised due date for RFP No. WP-560341, Systems Furniture Installation and Amenities Services at the Jet Propulsion Laboratory has been moved to **3:00PM, Monday, May 19, 2003**. All Proposals must be received by the newly established date and time. No proposals will be accepted after that date and time.

**Questions and Clarifications:**

1. In reference to the certification by Knoll for installation of modular partitions and furniture, we have inquired from Knoll towards the process of obtaining certification. According to Knoll's response, the only entities that can be certified with Knoll are Knoll dealerships only. No installation or furniture service companies will be certified by Knoll. They can however be trained by a Knoll dealer, but will not carry the Knoll certification. We as experienced and qualified furniture services company can perform this contract to its fullest, however cannot possibly obtain a Knoll certification.

Please refer to newly added section titled, "KNOLL CERTIFICATION", in the GENERAL INSTRUCTIONS OF THE RFP, page 3, #11. (Below)

2. What are the applicable Service Contract Act labor rates applicable to Installers and Movers?

\*Using the issued Wage Determination No.: 1994-2047, Revision No.: 22, Date: 09/10/2002:

	<u>Code</u>	<u>Occupation</u>
<b>-MOVER</b>	23470	Laborer

\*Using the newly issued "Memorandum Agreement between Office Modular Furniture Systems Contractors for Southern California and Southern California Conference of Carpenters" (attached).

**-INSTALLER** (see page 7 of union agreement, please note \$1.00 increase effective July 1, 2003)

Please refer to newly added section under "2. BILLING RATES" of the RFP COST INSTRUCTIONS, section "f".

3. Does JPL fall under the States Jurisdiction and will this be a requirement for participation in this RFP? The State of California requires a D-34 state contractors license to install modular furniture?

Please refer to the RFP GENERAL INSTRUCTIONS, titled "CALIFORNIA CONTRACTOR'S LICENCSE LAW", page 3, #9.

### **Clarifications to the Request for Proposal:**

Add to GENERAL INSTRUCTIONS of RFP:

#### **11. KNOLL CERTIFICATION:**

JPL will require the successful installation contractor to have a lead installer on site and an alternate who have both graduated from a short term Knoll training program for Knoll Equity and Knoll Reff. They will insure that the product is installed at JPL in a manner to support Knoll's warranty on the furniture. If the successful company does not presently have employees with this training certificate available from Knoll Inc. then JPL will require two field representatives from the company to attend the next available training session from Knoll at the installation company's expense.

Add to COST INSTRUCTIONS of RFP:

- g. **Billable rates for the labor classification: Installer will reflect the rates established by the Memorandum Agreement Office Modular Furniture Systems Installation Contractors for Southern California and Southern California Conference of Carpenters, dated July 1, 2002 thru June 30, 2004.**

**All other billable rates should reflect the Wage Determination issued with this RFP, Wage Determination No.: 1994-2047, Revision No.: 22, Date: 09/10/2002.**